

BID SOLICITATION

Page 1 of 3
Printed: 5/23/2006



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

BID NUMBER: B06392
TITLE: UNDERGRAD. ADMISSIONS VIEWBOOK
BID OPENING DATE AND TIME:
06/05/2006 11:30 AM

BUYER: JOHN COWELL
PHONE #: (401) 222 - 2142 ext. 114
BLANKET PERIOD: 6/1/2006 - 8/31/2006

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O** UNIVERSITY OF RHODE ISLAND
URI ACCOUNTS PAYABLE
103 ALBERT CARLOTTI BLDG
KINGSTON RI 02881

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O** UNIVERSITY OF RHODE ISLAND
URI CENTRAL RECEIVING
ATTN: SEE BELOW
PLAINS RD
KINGSTON RI 02881

Requisition Number(s): R86A070662

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 6/1/06 - 8/31/06</p> <p>UNDERGRADUATE ADMISSIONS VIEWBOOK 2006-2007</p> <p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

DELIVERY: _____

RIVIP VENDOR ID#: _____

TERMS OF PAYMENT: _____

DO NOT SIGN BID ON THIS PAGE!
USE CERTIFICATION COVER FORM.



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Item	Class-Item	Quantity	Unit	Unit Price	Total
	PO REQUIRED NO LATER THAN JUNE 16, 2006				
	PLEASE INFORM FRANK CHRISTMAS IN THE URI PUBLICATIONS OFFICE OF ALTERNATES BEFORE ISSUING P.O. PH: (401) 874-4517 FAX: (401) 874-5621				
	PLEASE SEND RECEIVING REPORT, BID NOTIFICATION, AND PO # TO: FRANK CHRISTMAS URI, PUBLICATIONS ALUMNI CENTER 73 UPPER COLLEGE RD. KINGSTON, RI 02881				
	URI PUBLICATIONS ALUMNI CENTER 73 UPPER COLLEGE RD. KINGSTON, RI 02881				
1.0	966-57 URI, UNDERGRADUATE ADMISSIONS VIEWBOOK 2006 - 2007 (25,000 PER THE ATTACHED SPECIFICATIONS)	1.00	M		
2.0	966-57 ALTERNATE # 1: ON EACH ADDITIONAL 1,000 COPIES UP TO 30,000 COPIES	1.00	M		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
3.0	966-57 ALTERNATE # 2: ON EACH ADDITIONAL FOUR BOOKLET TEXT PAGES TWO (2) DELIVERY LOCATIONS ONE TO A MAILHOUSE TO BE DETERMINED AND ONE IN KINGSTON, RI SEE ATTACHED SPECIFICATIONS FOR MORE DETAIL ON DELIVER TO LOCATIONS CONTACT PERSON: FRANK CHRISTMAS (401) 874-4517 DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.	1.00	EA		
				TOTAL:	

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

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Specifications for: URI Undergraduate Admission Viewbook 2006-07

Production:

URI Publications Office to provide Mac-formatted CDs with Indesign CS2 files. All text and images provided live on disk. An actual size dummy will be provided for reference.

Format: *Booklet:* 8-1/2" x 11"; 24 pages of text plus cover; scored at fold and saddle-stitched with two staples on 11" side; bleeds will be used.

Insert: 8-page insert on different stock, saddle-stitched with two staples between page 24 and inside back cover of brochure; no bleeds.

Envelope: One No. 10 envelope folded and placed between page 24 and inside back cover of brochure and the 8-page insert; printed two sides; no bleeds. Staples should not interfere with envelope.

Stock: *Booklet cover:* 65# cover; Stora Enso Productolith; gloss.

Booklet text: 70# text, Stora Enso Productolith; gloss.

Insert: 8 pages on 24# writing, Wausau Exact, ivory vellum.

Envelope: Standard No. 10; closed-face; 24# white wove.

Ink: *Booklet cover:* Process 4-color both sides with full high-gloss aqueous coating on outside only. Heavy ink coverage. Bleeds will be used.

Booklet text: Process 4-color throughout. Normal ink coverage. Bleeds will be used.

Insert: Black ink, printed two sides. No bleeds, normal ink coverage.

Envelope: Black ink, printed two sides. No bleeds, light ink coverage.

Proofs: One complete matchprint quality, contract color proof, calibrated 100% for press, at 100% size of brochure is required.

Other: Printer to provide **representative printed samples of booklets for approval** to URI Publications Office prior to any shipping. Printer to assume all FedEx charges for shipping of disks, proofs, and production materials. Printer to return all disks and production materials to URI Publications Office upon completion.

Packing: Printer to shrink wrap all pieces in lots of 25 each. Packed in cartons of 35-40 lbs. each. Printer to mark on outside of each box the number of Viewbooks in each box. *Please note:* Ensure that boxes can withstand moisture and remailing.

Alternates:

1. On each additional 1,000 copies up to 30,000.

2. On each additional four booklet text pages.

Delivery: F.O.B. inside delivery required four weeks from receipt of files on pallets to two delivery locations: one to a mailhouse to be determined, and one in Kingston, R.I., well before their 4 p.m. closing times. Exact quantities and contact information will be provided by URI Publications. Delivery date is no later than **July 31, 2006**. Printer also to separately deliver 30 booklets to URI Publications, Alumni Center, 73 Upper College Road, Kingston, RI 02881-2004.